Appendix A

Guide to Emergency Management Policy Issues

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Initial Response of the Elected Official

What should the elected official be considering prior to the event?
- ☑ Potential magnitude / severity of possible events in terms of loss of life, damage to property, economy, etc.
- ☑ Probability of occurrence (based upon history and future expectations)
- ☑ How can the event be managed in terms of personnel and equipment?
- ☑ What external assistance may be required? How will this be obtained?

What should the elected official consider immediately following the event?
- ☑ Emergency Declarations and Legal Authorities
  - Who declares and emergency?
  - What authority does a declaration confer on policy makers?
  - Are there potential liability concerns connected with a declaration?
- ☑ Group Decision-Making Structure, Authority and Process
  - Organizational roles
  - Individual responsibilities
  - Inter-organizational relationships
  - Inter and intra-group communications
  - Incident Command System (ICS) / Emergency Operations Center (EOC) issues
    - Identify "Inc-Change" Official
    - How does the ICS integrate with the EOC?
    - How do State and Federal agencies integrate into the community ICS/EOC structure?
- ☑ Incident Management
  - Incident Action Plan (IAP) and long term incident management plan
  - Damage assessments and situation reports

Identifying, Requesting, and Managing Resources

Identifying Resources
- ☑ Categories of Resources
  - Personnel
  - Supplies
  - Equipment
- ☑ Sources of Resources
  - Mutual Aid Agreements and Compacts
  - Federal Disaster Support
  - Contracts
- ☑ Availability of Resources

Requesting Resources
- ☑ Mutual Aid Agreements and Compacts
  - Status of agreements
  - Activation procedures
- ☑ Federal Disaster Support
  - Request process
    - Local roles and responsibilities
    - FEMA interface
  - Reimbursement provisions

Managing Resources
- ☑ Command and administration
- ☑ Documentation and tracking

Other issues
- ☑ Volunteers
  - Potential needs / uses
  - Skills and credentialing
  - Management and tracking
- ☑ VOAD Involvement
  - Food
  - Shelter
  - Communications
  - Disaster relief funds
  - Direct assistance to citizens / businesses
  - Critical Incident Stress Management (CISM)
- ☑ Obtaining unique / specialize skills and services

Community Considerations

Private Property
- ☑ Can private property be commandeered during an emergency?
- ☑ Who pays for private sector resources used during and emergency?
- ☑ Can private property be destroyed during an emergency? If yes, who can order the use or destruction of private property? When?

Protective Actions
- ☑ What protective actions should be considered?
- ☑ Depending on the nature and severity of the event, consider the following options:
  - Closing Schools
  - Increasing security shutting down the county/city
  - Enhancing sheltering (i.e.: seal doors and windows)
- ☑ Who makes the decision and under what circumstances?
- ☑ What factors determine the protective action(s) to be implemented?
- ☑ What special resources are needed?
- ☑ How are the protective actions implemented?

Other Considerations
- ☑ Sheltering
  - Identification of facilities
  - Resources and amenities (i.e.; backup power, showers, etc.)
  - Accessibility to the physically disabled
- ☑ Evacuations
  - Traffic
  - Security
  - Business issues
- ☑ Community Restrictions
  - Cancellations of major (and minor) public events
  - Closing of public transportation and airport
  - Travel concerns and restrictions
- ☑ Special needs populations
  - Children and elderly (access, transportation)
  - Immigrants and visitors (language, insurance)

Continuity of Operations (COOP) / Continuity of Government (COG)

Identification of Critical Functions
- ☑ Internal services
- ☑ Community services

Identification of Critical Personnel
- ☑ Internal services
- ☑ Community services

Staff Management
- ☑ Absenteeism
- ☑ Fatigue effects
- ☑ Relief and rotation schedules
- ☑ Critical Incident Stress Management
- ☑ Shortages / capacity for specialized personnel

Emergency Worker Support
- ☑ Mass Feeding
- ☑ Temporary shelter
- ☑ Support to families

Caring for Disaster Victims

Mass Patient Care & Fatality Management
- ☑ What special resources are needed?
  - Treatment capacity and capability
  - Morgue capacity and capability
- ☑ Mass forward movement of patients
  - Coordination
  - Transportation
- ☑ Psychological impact of events
- ☑ Mass counseling needs
- ☑ Families / friends trying to locate loved ones
- ☑ Forensic issues
  - Identification and tracking
  - Criminal evidence
  - Chain of custody
  - Documentation
- ☑ Inability to return remains to family members (As affected by moral, cultural, and religious factors)
- ☑ Physician refusal to treat patients
- ☑ Patient refusal of treatment
- ☑ Prophylaxis / Treatment of critical personnel
- ☑ Prophylaxis / Treatment of citizens
- ☑ Outreach to special populations
- ☑ Fraud and illegitimate methods of treatment

Other Issues
- ☑ Dealing with the worried well
- ☑ VIPs demanding immediate treatment
- ☑ Families of first responders and other critical personnel

Intelligence and Law Enforcement

Intelligence
- ☑ Intelligence collection and analysis
- ☑ Intelligence sharing and dissemination
- ☑ Threat assessment and identification
  - Acting on vague information
  - Validating threats (call-ins, copy cats)
- ☑ Specific threat warnings
  - Homeland Security Alert System (HSAS) response
  - "Target hardening" to reduce vulnerability
  - Interruption of scheduled activities

Law Enforcement
- ☑ Presence at incident scenes / key facilities / areas
- ☑ Access / egress (Control of roadways, trains, airport, etc.)
- ☑ Maintaining incident scene security
- ☑ Criminal investigation
- ☑ Evidence preservation
- ☑ Danger of secondary attacks
- ☑ Interface with FBI, other Feds
- ☑ Dealing with additional threats

Media and Public Information

Joint Information System
- ☑ Should there be a specified procedure for media contacts during any major emergency/disaster including homeland security events?
- ☑ Who handles the press/media for normal business?
- ☑ Who handles the press/media in emergency/disaster type situations?
- ☑ Who should be involved at the state and local level in the gathering of information?
  - The verification of information?
  - The coordination of information?
  - The dissemination of public information?
- ☑ How will information be conveyed to the public and who will make decisions on authorization of information?
  - What role does security of information play?
  - What information should be disseminated to responders, and how to do so?
  - What recommendations should be given to local officials?
  - Have special needs groups been identified? Who are they?
- ☑
- ☑ Which groups will provide information to the media (response agencies/organizations, State and Federal Agencies, etc.)?
- ☑ Should a Joint Information Center be established? Benefits?
- ☑ Who is/are the spokesperson (s)?
  - o How will the spokesperson be kept informed?
- ☑ What is the policy for dissemination of information to the public?
  - o What information should be released to the public?
  - o Is your information accurate and reliable?
  - o How would you go about ensuring the accuracy and reliability of information?

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Specific Press Issues

- ☑ Past problems with press and media (i.e. short "war stories" especially involving a MCI or disaster type event)
- ☑ What should and should not be released to the press/media/discussion
- ☑ Where should news briefings be held in emergency-type situations

Disaster Recover

Getting Back to Normal…
- ☑ What does normal mean?
- ☑ What is it going to take?
- ☑ Is Preliminary Damage Assessments (PDA) being completed?

Perceptions of Community Viability
- ☑ Government leaders
- ☑ Homes and businesses
- ☑ Physical Infrastructure

Damage to Physical Infrastructure
- ☑ Gas service
- ☑ Power outages
- ☑ Water supply issues
- ☑ Sewer system disruptions
- ☑ Transportation system issues

Environmental Remediation
- ☑ Environmental testing, cleanup, and remediation
- ☑ Disposal of hazard materials
- ☑ Economic costs/benefits

Financial Issues
- ☑ Financial ramifications, impact on tourism and community image
- ☑ Rebuilding damaged facilities and infrastructure
- ☑ Supporting private sector redevelopment
- ☑ Documentation and reimbursement

Record Keeping
- ☑ Who is responsible for documentation and actions concerning costs for support of reimbursement claims?
- ☑ How to ensure that all necessary records information is accounted for?
- ☑ Tracking and documenting events
- ☑ Security of information

Selected Authorities Affecting Emergency Management in Washington

Revised Code of Washington

RCW 4.24.300	Immunity from liability for certain types of medical care
RCW 4.24.470	Liability of officials and members of governing body of public agency
RCW 4.92	Civil Procedure: Actions and claims against the state
RCW 18.71	Physicians: • Certification of emergency medical services personnel • Rendering emergency care – Immunity of physician or hospital from civil liability while rendering emergency care
RCW 18.73	Emergency medical care and transportation services: • Licensing of ambulance and aid vehicles • Ambulance personnel requirements
RCW 28A.335	School districts' property (includes school closures)
RCW 28A.335.320	Enhanced 911 Service; Common and Public School Service Required
RCW 35	Cities and Towns
RCW 35.21	Miscellaneous Provisions: • Creation of Emergency Medical Service districts • Establishment of ambulance services • Fire protection regulations
RCW 35.32A.060	Budgets in cities over 300,000: Emergency fund
RCW 35.33	Budgets in second and third class cities, towns, and first class cities under 300,000: Emergency and contingency funds
RCW 35.34	Biennial Budgets: Emergency expenditures and Contingency Funds
RCW 36	Counties
RCW 36.01	General Provisions: Emergency Medical Service, Ambulance and Fire Protection services
RCW 36.40	Budget: Emergencies
RCW 36.62	Hospitals
RCW 36.70A	Growth Management – Planning by selected counties and cities
RCW 36.70B	Local project review
RCW 36.70C	Judicial review of land use decisions
RCW 38	Militia and military affairs
RCW 38.08	Powers and duties of Governor (martial law and use of National Guard)
RCW 38.10	Emergency management assistance compact
RCW 38.52	Emergency Management: • State emergency response commission • State fire service mobilization • Emergency powers for all political subdivisions
RCW 39	Public Contracts and Indebtedness: • Emergency public works • Community redevelopment and revitalization funding • Local infrastructure financing
RCW 42.17.260(1)	Public Disclosure
RCW 43.06	Sate Government – Executive: Governor (includes emergency declarations and powers)
RCW 43.31	Department of Community, Trade, and Economic Development
RCW 43.43	Washington State Patrol
RCW 43.44	State Fire Protection

RCW 43.70	Department of Health
RCW 43.83B	Water Supply Facilities
RCW 43.105.032	Washington State Information Services Board (ISB)
RCW 43.200	Radioactive Waste Act
RCW 52	Fire Protection Districts
RCW 70	Public Health and Safety: • Health departments • Health care facility and hospital regulations • Waste reduction, treatment, and storage • Hazardous substance and materials information (incl. nuclear)
RCW 76.04	Forest Protection (fire regulation, protection, prevention, suppression)
RCW 80.01	Utilities and Transportation Commission
RCW 80.36	Telecommunications
RCW 80.50	Energy Facilities
RCW 81	Transportation: Railroads, Freight carriers, Gas & Hazardous liquid pipelines
RCW 82.14B	Counties – Tax on Telephone Access Line Use; Collection of E911 taxes
RCW 85	Diking and drainage: Provisions and districts, Federal aid to improvement projects
RCW 86	Flood Control

Washington Administrative Code

WAC 118	Military Department (Emergency Management)
WAC 118-04	Emergency Worker Program
WAC 118-09	Criteria for allocation of emergency management assistance funds
WAC 118-30	Local emergency management/services organizations, plans, and programs
WAC 118-40	Hazardous chemical emergency response planning and community right to know reporting
WAC 118-66	Enhanced 911 Funding
WAC 173	Department of Ecology: • Ground water management areas and programs • Flood plain management • Waste and wastewater discharge • Waste and hazardous waste regulations
WAC 212	State Patrol (Fire Protection)
WAC 246	Department of Health: • Trauma/Emergency medical services • Professional standards and licensing • Water, Sewer, and Health Systems (hospitals) information
WAC 446-50	Transportation of hazardous materials
WAC 480	Utilities and Transportation Commission: • Railroad companies • Hazardous liquid pipelines • Gas and electric companies • Telephone companies

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